



Melcor Developments Ltd.

## WESTMERE PHASE 16

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ARCHITECTURAL DESIGN GUIDELINES

APRIL 2007



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APPENDIX A: Site Plan

# 1. INTRODUCTION

## 1.1 Background and Location

Westmere is a very well established community located in the Town of Chestermere, conveniently located with easy access to Highway 1 and just 10 minutes East from Calgary. This master planned community, which displays elegant streetscapes and landscaping, will undergo construction for many years.

Phase 16 has three zones, listed as ZONE A, ZONE B, and ZONE C in the site plan attached in Appendix A.

ZONE A: Lots on Marina Drive

ZONE B: Lots on Stonemere Close not backing on the lake

ZONE C: Lots on Stonemere Close backing on the lake

All homes in phase 16 are expected to display a high level of architectural standards in order to compliment its design and location but special attention will be given to the homes in ZONE B and ZONE C.

## 1.2 Intent and Theme

The intent of these guidelines is to create a community of harmony and continuity. By utilizing a number of traditional housing styles, the community will maintain interest and appeal. These approved styles for Zones B and C include French Country, Tudor, Victorian, Georgian and Craftsman. Houses styled after other traditional themes will be considered by the Design Coordinator. Houses in Zone A do not have to be one of these five styles but will have to meet architectural requirements laid out in this document.

## 1.3 Application Process

### 1.3.1 OVERVIEW

Melcor has commissioned the Design Coordinator (IBI Group) to administer these architectural guidelines. Builders are required to submit their plans to the consultant for review before submitting to the Town of Chestermere for a building permit.

### 1.3.2 PRELIMINARY REVIEW

To achieve the desired look in Westmere, designers are encouraged to create preliminary renderings or sketches of home plans and elevations to the consultant for preliminary review to ensure that they are on the right track. The consultant will assist the designers with notes and sketches if required and return the plans stamped "reviewed". This submission may be made via courier, fax or email, and will be encouraged on each submission. The Design Coordinators will pre approve elevations for Phase 16 if the Builder's submit them.

### 1.3.3 FORMAL APPLICATION SUBMISSION

Builders will have to submit their plans to the consultant for architectural approval and compliance with these architectural guidelines before they will be able to submit to the Town of Chestermere for review. The Design Coordinators will require the following:

- Plot Plan (1:200 scale)
- Construction Drawings (1/4"=1'; 3/16"=1'; 1:50)
- Completed Architectural Form

#### 1.3.3.1 Online Applications

With the newly designed [www.archcontrol.com](http://www.archcontrol.com) website, builders can submit applications online using .PDF files. This process eliminates printing and courier costs, as well as cuts down on return time. Please contact IBI Group for information and application instructions for this preferred application process.

#### 1.3.3.2 Hard Copy Applications

If builders are not able to submit online, they can still submit 2 complete hard copies of the items noted above to IBI Group.

### 1.3.4 TURN AROUND

IBI Group aims to return plans within 10 working days of receipt. Once final "Approved" stamp is issued on all plans, the builder may proceed towards obtaining a building permit.

## 1.4 Site/Final Inspections

### 1.4.1 SITE TOURS

The consultant will conduct site tours once per month to oversee the progress of the development and construction. This will include dealing with potential issues that may have occurred, as well as visits to the showhomes to answer any questions the sales staff may have.

### 1.4.2 FINAL INSPECTIONS

IBI Group will conduct a final inspection to ensure that the given home complies with the architectural guidelines document. Should all of the design conditions be met, the homeowner and builder will receive written notification of compliance. Deficiencies, if any, will be noted and corrected before compliance is met. The builder must notify the Design Coordinator when a house is ready for the final inspection.

## 2. GENERAL REQUIREMENTS

### 2.1 Site Massing

#### 2.1.1 SETBACKS

The setbacks and building heights are listed below. (Compliance with the AG does not preclude compliance with the statutory requirement of the Town of Chestermere.) A plot plan showing required set backs will be provided by the respective builder.

##### 2.1.1.1 Front yard set back

- Zone A: Garage or house structure is a minimum 6 meters from property line.
- Zone B: Garage or house structure is a minimum 6 meters from property line.
- Zone C: Garage or house structure is a minimum 6 meters from property line.

##### 2.1.1.2 Rear yard set back

- Minimum 6.0 metres to the foundation.

##### 2.1.1.3 Side yard set back

- The goal of the larger side yard setbacks is to achieve more privacy for the residents and to create a more interesting streetscape.
- Side yard setback on the garage side of the lot is 1.5 meters fixed and a minimum of 1.5 meters to maximum of 3 meters on the entry side of the lot.

#### 2.1.2 BUILDING HEIGHT

- Principal buildings shall not exceed 10 m (32.8 feet) in height

#### 2.1.2 LOT COVERAGE

- Zones A and B: R-1M: All buildings, including accessory buildings – 45%
- Zone C: R-1S: All buildings, including accessory buildings – 40%

#### 2.1.3 MINIMUM HABITABLE FLOOR AREA, EXCLUDING BASEMENTS

- Zone A: Two storey: Minimum 2000 ft<sup>2</sup> (Min. of 1000 ft<sup>2</sup> on the main floor)  
Bungalow: Minimum 1400 ft<sup>2</sup>
- Zone B: Two storey: Minimum 2500 ft<sup>2</sup> (Min. of 1200 ft<sup>2</sup> on the main floor)  
Bungalow: Minimum 1600 ft<sup>2</sup>
- Zone C: Two storey: Minimum 2800 ft<sup>2</sup> (Min. of 1200 ft<sup>2</sup> on the main floor)  
Bungalow: Minimum 1800 ft<sup>2</sup>

#### 2.1.4 GARAGES

- Every lot in Westmere Phase 16 will require a double attached front garage as a minimum. Triple garages are encouraged wherever possible. When triple garages are used one of the bays should be offset from the main face of the garage a minimum of 12”.
- In Zones B and C, it is encouraged that the distance between the face of the garage and the face of the home be 12 feet or less. When this is not possible, extra treatment will be required on the side wall of the garage, such as a window.
- Garage locations will vary as per the marketing plan.
- Garages are to blend with the overall design of the house. Colours and materials are to be similar to that used on the main body of the house.
- The garage should reflect and complement the overall massing and proportion of the home and not dominate the streetscape.
- The AC agent may approve garages which are intended to accommodate recreation vehicles provided there is adequate detailing to minimize the impact of a larger door.

#### 2.1.5 DRIVEWAYS

- Driveways are to be an interesting shape to compliment the streetscape and add interest.
- Driveways in Zone A are to be brushed concrete with a min. 24” border of exposed aggregate or stamped concrete border with steps to match. Full exposed or patterned driveway is an acceptable detail.
- Driveways in Zone B and C are to be full exposed aggregate or stamped concrete.
- Desirable driveway slopes are between 3% and 7%
- Maximum driveway slope is 10%; minimum is 2%
- Driveways must be the width of the garage.
- It is recommended to minimize the massing of the driveway at curb, maximizing “streetscape and landscaping”.
- Each individual driveway design will be approved as part of the respective house design merits and will not set precedence for other driveway designs.

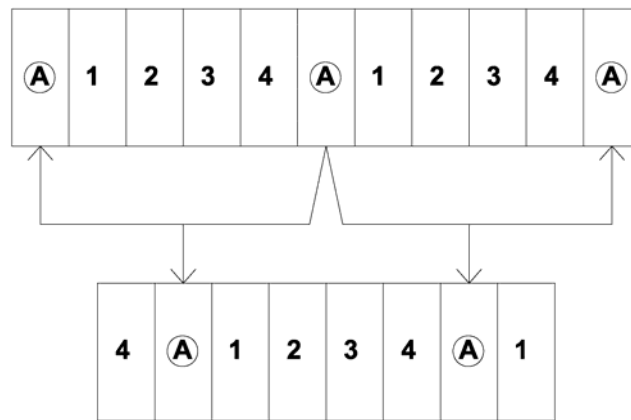
## 2.2 Style

### 2.2.1 HOUSE TYPES

- Two storey
- Bungalow
- Split level
- Bi-level

### 2.2.2 REPETITION

Near identical elevations may not be repeated more often than every 5<sup>th</sup> home on the same side of the street and every 4<sup>th</sup> home on the opposite side of the street.



### 2.2.3 WALL MATERIALS

#### 2.2.3.1 Exterior Cladding

- Stucco or James Hardie Siding are both approved materials in Westmere. Any alternate exterior cladding materials need to be submitted for review to the consultant.

#### 2.2.3.2 Masonry

Traditional base of masonry is required on all homes in Westmere Phase 16. In Zone B and C a stone or brick base on the garage will be required to return to the front entry down the length of the garage wall. Approved masonry products are:

- Brick-New or used in solid, not mixed colours.
- Cultured or real stone.

## 2.2.4 ROOF MATERIALS

Zone A must have Cambridge Dual Black shingles by IKO or an approved alternate manufacturer.

Zones B and C:

- Chateau (West): Driftwood, Dual Black, Dual Brown, Earthtone Cedar, Harvard Slate and Weatherwood. Forest Green is not acceptable.
- Renaissance XL: Black Slate, Grey Slate, Harvest Slate, Taupe Slate and Weathered Slate.
- Cambridge 30 (West): Aged Redwood, Dual Black, Earthtone Cedar, Driftwood, Harvard Slate, and Weatherwood.

### 2.2.4.1 Roof Hardware

All roof hardware (vents, stacks, flashing, etc) must be painted to match the colour of the roofing material.

Roof vents and stacks should be inconspicuous. If highly visible, they must be boxed in, detailed and finished in conjunction with the exterior of the home.

Roof flashing must be pre-finished to blend with the roof.

## 2.2.5 EXTERIOR COLOURS

Colours on the exterior of the home need to be consistent with the Architectural theme.

- Traditional exterior palates are to be applied to each house. For clarity colour boards or colour renderings are recommended to be submitted with the architectural application for review.
- Pink or Peach tones will not be considered.
- Wall and stone colour may not repeat within 3 houses on the same side of the street or directly across the street. Trim colour may repeat.

## 2.2.6 ENTRY

Each home needs to have a very carefully considered and designed entry.

- Must be consistent with architectural style of the home.
- Should stand as a primary element on the front elevation.
- Should face the main community road.
- Front entries for Lots 11, 12, 13, 20, 21, 22, 42, 43, 44, 45, 56, 57 and 58 of Block 33 should not be located on the far side of the homes due to the side slope on the lots. The entry should be in the middle of the home where possible. Retaining walls may be required if the entry is on the end of the home.

### 2.2.7 DOORS

- Front entry doors are to coordinate with the house style
- Single or double front entry doors are allowed, but are subject to approval
- Entry doors should have glazing and/or sidelights and/or transom windows
- Sliding glass doors should not be visible from the street
- Front doors are required to be relief panel doors of solid construction, with a door light panel feature including wood with detailed glazing or side lights and arched elements.

#### 2.2.7.1 Garage Doors

- Garage doors in Zone A can be pre-finished wood grained aluminium.
- Garage doors in Zones B and C are to be Carriage style wood or paint grade doors.
- Are not to exceed 8' in height and 20' in width unless approved by the consultant.
- Additional space above the garage door to eaves line (more than 24 inches) will have to be justified and treated with an architectural feature.
- Depending on the homeowner, entry to the garage could be a side entrance or at a right angle to the house creating a type of forecourt to the main entry to the house, or a side entry facing away from the house.

### 2.2.8 RAILINGS

Rails will be required as per the Alberta Building Code. Front porches and rear decks should have railings in a style to match the architectural theme of the home. The following are acceptable materials for railing in Westmere:

- Wrought Iron / Aluminium
- Glass (rear only)

### 2.2.9 TRIM AND SOFFITS

Trim and soffit details are a chance for the traditional elements of the home to be accented. Window trim, if done properly, can make any window look rich and elegant. Cornices and half timbering can bring an elevation to life when used in accordance with the architectural style. Designers are asked to put a great deal of effort into the trim detailing on each design.

- Trim shall be a paintable material such as wood or Smartboard or approved equal only and is required on all exposed openings visible from a street, park, etc. In Zone A, trim is required on all openings on the front and rear elevations and is required on exposed side elevations. In Zone B and C, trim around openings is required on all four elevations.
- Shadow boards or cornices are required on front and rear elevations in the open gables.

- Trim details should be a minimum of 4"
- Trim must sit proud of the wall material they are designed within. When Smartboard trim is used on a stone wall, the trim must be built out at least ½" proud of the stone.
- Dentil block details may only be used as a part of a cornice detail (in accordance with the architectural style)
- Rainware must be limited on exposed elevations. Downspouts should take place on side and rear elevations of homes only
- Eavestrough colours are to match the fascia colour. Pre-finished aluminium fascia will be allowed.
- Fascia in Zone B and C should be a minimum of 8 inches in height and should be constructed with smartboard for the open gables on front elevations. All other fascia may be aluminum. Fascia in Zone A may be 6 inches in height.

#### 2.2.10 WINDOWS

- Window layouts are key to achieve a chosen design style. Windows should be positioned in good proportion and relationship to one another on an elevation. If fenestration is not set up properly, walls can look scattered and unorganized.
- Muntin Bars are required on visible elevations in Zone A. Muntin bars are optional in Zones B and C but the windows must have architectural features such as simulated divided lites. Windows must follow the traditional architectural theme. Muntin bars will be added by the Architectural Coordinator if they feel the elevation requires them.
- Brass muntin bars are not acceptable.
- Casement, double-hung, and single-hung are appropriate window types and may be incorporated with non functional windows to create more elaborate window designs.
- Windows will have to be decorated and/or trimmed to suit to complement the Architectural theme.
- Window styles and shapes are to be consistent on all four elevations.
- Windows are to be oriented vertically i.e., taller than they are wide.
- Large picture windows should be flanked by narrower vertical windows.
- Awning or casement windows, not sliding windows, are to be used in homes on the lake.
- The use of simulated divided light windows is encouraged to add architectural integrity, particularly with period home designs.

## 2.2.11 ADDITIONAL REQUIREMENTS

### 2.2.11.1 Rear Elevations

All homes in Phase 16 will require some level of detail on the rear elevations. Homes in Zone A require battens on the rear elevations. Homes in Zone B and C will require a higher level of detail on the rear elevations such as detail in the gable roofs. Homes backing onto the lake and open space in Zone B and C will require rear elevation treatment similar to the front elevations.

### 2.2.11.2 Exposed Elevations

All exposed elevations will require the same level of detail as the front elevation. Sales and Design Teams must ensure the architectural theme is carried to the rear. Rear treatment will not be relaxed at any time.

- Exposed elevations include all elevations along pathways, roads, open spaces, and corners.
- Rear elevations on corner lots flanking a street must have full treatment as well. It is encouraged that corner lot homes not be of a two story design.
- Houses backing on to the lake will require added Architectural details and traditional elements to break up any large exposed flat wall faces. Three storey clear walk-out wall faces will not be approved.

**All requirements established in these guidelines are to be superseded by the Town of Chestermere Amended Land Use Bylaw (Bylaw 2006-600/1) as stated below:**

“All street sides of corner lots and those lots backing onto parkland or green spaces, major roads, or land administered by other municipal jurisdictions, shall employ architectural detailing. Said detailing shall include appropriate window placement symmetry, sizing and batten (trim) provisions. False (faux) windows or architectural detailing is acceptable for instances where the interior layout of the structure is not conducive to architectural detailing (i.e. a closet, bathroom, and kitchen cupboards) or if a window is not desired in that location as a result of privacy, cost or building code constraints. A minimum of top and bottom battens (trim) must be employed on all windows. Approvals of alternate elevations or detailing are at the discretion of the approving authority.”

### 2.2.11.3 Decks and Patios

- Decks and patios are to be incorporated in the submitted as part of the design of residences.
- Decks on all walkout lots must be built at the time of the initial construction.
- Decks and patio designs must take into account privacy issues of neighbouring residences. Oversized decks that impede privacy or are disproportionate to the residence will not be allowed.
- Handrails on exterior decks are to be pre-finished aluminium or metal construction.
- Supporting columns for decks and porches are to be architecturally detailed. Columns must have a minimum dimension of 12” in Zones A and B. In Zone C the columns must have a minimum dimension of 14” and must be clad in stone or an approved alternate material depending on the style of the home.

#### 2.2.11.4 Fencing

##### **2.2.11.4.1 Rear Yard Fencing**

- Rear yard fencing in phase 16 will be supplied by the developer. The fencing supplied will be either a six foot wood screen fence, black chain link or black wrought iron, depending on the lot.
- Homeowners are encouraged to use vegetation to enhance privacy along all fence lines.
- A fencing plan will be prepared by the developer on a phase by phase basis. Fencing and gates installed by the Developer may not be altered or removed under any circumstances. Alternative fencing specifications are not permitted.

##### **2.2.11.4.2 Side yard fencing**

- If the rear yard fence of a particular lot has been constructed as a six foot privacy fence, the preferred side yard fence is a six foot screen fence that matches the developer's specifications and color.
- If the rear yard fence has been constructed using chain link or wrought iron, the side yard fences must be constructed using either black wrought iron or black chain link to match the developers specifications and color.

##### **2.2.11.4.3 Dog Runs**

- Fencing for dog runs may be installed by the homeowner, provided it is 6 feet in height and conforms to the developer's fencing specifications.
- The fenced dog run area may not extend beyond the depth of the house foundation.
- Dog runs may only extend into side yards.
- Landscape elements are encouraged as screening for dog runs.
- Dog runs MUST be shown on the Landscape Plans.

#### 2.2.11.5 Ancillary Structures

- Ancillary structures such as gazebos, arbours, trellises, fire pits and storage cabins must be designed in a similar style to the home. They shall be located in the rear of the lot. The maximum height of these structures shall not exceed eight feet.
- All structures are subject to review by the AG agent if built at the time of house construction or the Homeowners Association's AG agent if built at a later time.
- They will be evaluated based on sight planes and privacy of neighbours.
- Construction of pools and sport courts also require review by the AG agent, or the Homeowners Association's AG agent if built at a later time.

#### 2.2.11.6 Retaining Walls

- Lot grading is to follow the natural slope of the land form and is to be consistent with the subdivision grading plan.
- Builder's should give due consideration to building grades when determining house types in order to assure that an appropriate house is located on each homesite (i.e., a tall house is not placed on a high elevation homesite and a front-to-back split is placed on a site sloping towards the rear of the homesite).
- Lot slopes should be absorbed within the building massing as much as possible (i.e., stepped foundations and floor levels to minimize the need for grades steeper than 3:1. Builders must also give close attention to drainage patterns created on the homesites in order to ensure surface water is channelled away from the house on all sides and into adjacent drainage swales and storm water systems.
- Builders must ensure that the corner grade points and survey pins of each homesite, as established by the development engineer, be maintained exactly as specified.
- Damaged pins will be replaced immediately by the Applicant at the Applicant's expense.
- Builders are responsible for maintaining the design grades at the homesite corners, property lines, house corners and garage slabs.
- The Applicant is responsible for all survey-related costs and the preparation of an Alberta Land Surveyors Real Property Report, a copy of which must be provided to the Developer upon occupancy.
- The drainage pattern as indicated on the 'grade plan' and engineering approval must be established prior to commencing construction and maintained by the builder throughout the construction period.
- Individual lot grading (including drainage swales and retaining walls) must be handled within individual homesite property lines.
- The Developer may install sedimentation and erosion control devices at the rear or side of any lot and at catch basins or any other area where the need for a control device exists. The builder/owner must maintain these devices until such time as the owner's landscaping is completed and an inspection certificate has been issued by the
- Developer's Landscape Consultant. Owners and builders must not remove any control device from common areas or roads.
- Where retaining walls are required in the front yard or front driveway area, they are to be constructed using natural stone, brick, manufactured stone or concrete products. The use of wood as a structural material for retaining walls will be permitted within the side yards and rear yards only, except when backing onto the lake and on corner lots.
- Retaining walls will be limited to a height of 4 feet (1.22 meters) unless it can be proven that a higher wall is necessary. If so, a stepped form shall be used to reduce the wall's visual mass as illustrated.

#### 2.2.11.7 Recreation Equipment and Recreation and commercial Vehicles

- Recreational vehicles and commercial vehicles shall not be parked or stored on site unless they are fully contained within a garage.
- Trailers, motor homes and boats may be stored for the purpose of loading and unloading but shall not be stored on any lot for more than 48 hours.

#### 2.2.11.8 Satellite Dishes

- Satellite dishes are allowed provided the dish size does not exceed twenty-four (24") inches in diameter and the location of the dish is concealed to minimize visual impact.
- Notwithstanding the above, the Representative reserves the right to reject any installation if deemed inappropriate.
- In the event the homeowner paints the dish to conceal the installation, the homeowner is responsible to maintain the dish to ensure the original appearance is maintained.

### 3. CONSTRUCTION REGULATIONS

#### 3.1 Material and Equipment storage

- Builders will be allowed to store their materials and equipment on site during construction but may not store on any other home sites
- Items stored will have to be stored in an organized and covered manor to ensure site cleanliness
- Builders must ensure that they do not trespass or disturb any other properties
- Cleaning of paint, solvents, stains, etc will not be permitted on site
- Concrete trucks may not clean shoots anywhere on site

#### 3.2 Sanitary Units

- Temporary sanitary services are to be provided on site by each builder for their construction crews to use in compliance with the Public Health Act of Alberta

#### 3.3 Use of Site

- Construct debris and waste must be contained on site each day and removed at the end of the project
- Debris may not be burned, dumped, or buried anywhere on site at any time
- Site damage (curbs, site furniture, sidewalks, roadways, vegetation) will be the fixed by the responsible builder
- Should a site not be maintained as these guidelines document, the developer reserves the right to rectify any deficiencies at the cost of the responsible builder

### 3.4 Vehicles and Parking

- Builders must limit the amount of vehicle tread on home sites
- Utility trailers, etc. may be parked on site for the time of construction only, at the risk of the builder

### 3.5 Other Notes

- Vegetation material, top soil, or similar materials may not be dumped on site at any time
- Changing oil on any equipment or vehicles is not permitted on site
- Alcohol is prohibited at all times on site
- Erosion control will be the responsibility of the builder during construction
- Builders are to ensure that sites are not access except via the provided entries

## 4. DISCRETION

### 4.1 DISCRETION

Notwithstanding anything else set out in these guidelines, the developer, Melcor Developments Ltd. and IBI Group's design coordinators may apply their respective judgements when considering and approving anything regulated or controlled by these guidelines. In so doing, the Developer and its consultants may provide waivers of or relaxations to any matter set out in these guidelines in their sole and absolute unfettered discretion.

### 4.2 NO RIGHT TO ENFORCE

Only the developers may enforce the guidelines, no purchaser of a lot in Westmere may enforce these guidelines.

### 4.3 RIGHT TO AMEND

The Developer or Design Coordinator may from time to time amend these guidelines as it sees fit in its sole and absolute unfettered discretion.